

**MINUTE of INTEGRATION JOINT BOARD (IJB) held in the COUNCIL CHAMBER,
KILMORY, LOCHGILPHEAD on WEDNESDAY 29 MAY 2019 at 1.30PM**

Present: Councillor Kieron Green, Argyll & Bute Council (Chair)
Sarah Compton-Bishop, NHS Highland Non Executive Board Member (Vice Chair)
Joanna Macdonald, Chief Officer, Argyll & Bute HSCP
Prof. Boyd Robertson, Interim Chair, NHS Highland (VC)
Councillor Aileen Morton, Argyll & Bute Council
Councillor Gary Mulvaney, Argyll & Bute Council
Councillor Sandy Taylor, Argyll & Bute Council
Denis McGlennon, Independent Sector Representative
Dr Angus MacTaggart, GP Representative, Argyll & Bute HSCP
Elizabeth Rhodick, Public Representative
Gaener Rodger NHS Highland Non Executive Board Member
Heather Grier, Unpaid Carer Representative
Kirsteen Murray, CEO, Third Sector Interface
Kirsty Flanagan, Interim Chief Financial Officer, Argyll & Bute HSCP

In attendance: David Forshaw, Principal Accountant, Argyll & Bute Council
Elizabeth Higgins Lead Nurse, Argyll & Bute HSCP
Fiona Broderick, Staffside, Lead for Argyll & Bute HSCP (Health)
Fiona Thomson, Lead Pharmacist, Argyll & Bute HSCP
George Morrison, Head of Finance, Health
Judy Orr, Head of Customer and Support Services, Argyll and Bute Council
Kevin McIntosh, Staffside Lead for Argyll & Bute HSCP (Council)
Linda Currie Lead, AHP, Argyll & Bute HSCP
Lorraine Paterson, Head of Adult Services – West, Argyll & Bute HSCP
Mark Lines, Locality Manager
Phil Cummins, Interim Head of Adult Services - East, Argyll & Bute HSCP
Sandra Cairney, Associate Director for Public Health, Argyll & Bute HSCP
Sandy Wilkie, Head of People & Change, Argyll & Bute HSCP
Stephen Whiston, Head of Strategic Planning & Performance, Argyll & Bute HSCP
Charlotte Craig Business Improvement Manager, Argyll & Bute HSCP
Hazel MacInnes, Committee Services Officer, Argyll & Bute Council

Apologies: Catriona Spink, Public Representative
Alex Taylor, Chief Social Worker, Head of Children and Families
Rebecca Helliwell, Associate Medical Director

1. WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting and introductions were made.

Apologies for absence were received from Catriona Spink, Unpaid Carer Representative.

2. DECLARATIONS OF INTEREST

There were none intimated.

3. APPROVAL OF DRAFT MINUTE OF INTEGRATION JOINT BOARD ON 27 MARCH 2019

The Minutes of the meeting of the Integration Joint Board held on 27 March 2019 were approved as a correct record.

4. NHS HIGHLAND RESPONSE TO THE REPORT TO THE CABINET SECRETARY FOR HEALTH AND SPORT INTO CULTURAL ISSUES RELATED TO ALLEGATIONS OF BULLYING AND HARRASSMENT IN NHS HIGHLAND (JOHN STURROCK QC)

The Board gave consideration to the report to the Cabinet Secretary for Health and Sport into Cultural Issues related to allegations of Bullying and Harassment in NHS Highland by QC John Sturrock.

The Interim Chair of NHS Highland made the following statement on behalf of the NHS Highland Board.

“We welcome publication of the Sturrock report commissioned by the Scottish Government into allegations of bullying within the health board and fully accept the recommendations.

As a Board we would like to express our gratitude to John Sturrock and to all of those who contributed to the report. The report finds that bullying or inappropriate behaviour have occurred within NHS Highland and we apologise unreservedly to those members of staff who have not been treated according to the high standards we expect. The board acknowledges that there were short comings in the way it dealt with the issues raised and will reflect upon how it must improve.

The report is comprehensive and contains a number of important conclusions and proposals which are currently being carefully considered and an initial draft action plan prepared. The Board will consult with a wide range of staff groups and external stakeholders to ensure that, in taking action, it represents as broad a spectrum of views as possible.

We realise that there are varying views about the content of the Sturrock report and that people have reacted to it in different ways. The report recognises the concerns raised by the whistleblowers but also acknowledges that others feel hurt by some of the allegations. It is important as a board that we consider the needs of all our people.

The Board will provide assurance and take full responsibility for ensuring that the issues raised in the report are addressed and that we will lead by the same constructive, respectful and compassionate approach we expect others to follow.

In the coming months the Health Board will focus on healing, reconciliation and building a positive culture based upon care and compassion, dignity and respect for everyone. Values such as openness, honesty and responsibility will underpin an approach which will deliver quality care and teamworking.”

Decision

The Integration Joint Board -

1. Noted the Sturrock Report and the three main requests made in the letter to NHS

Highland from the Cabinet Secretary Jean Freeman.

2. Welcomed the Sturrock Report and the serious issues that the report highlighted.
3. Noted the statement by the NHS Highland Board.
4. Requested that updates on progress, with actions, are brought back to the Board on a regular basis.
5. Requested that the Board are given informal briefings on any decisions as and when they are made.

(Reference: Report by Dr Boyd Peters, Interim Medical Director, and report to the Cabinet Secretary for Health and Sport into Cultural Issues related to allegations of Bullying and Harassment in NHS Highland by QC John Sturrock, submitted)

5. BUSINESS

5.1 Visible Changes Improvement Plan

Consideration was given to a report that provided an update on the progress of the implementation of the Visible Changes Improvement Plan which had been approved on 1 August 2018. The report also sought approval from the Board for a proposed review of the Plan in August 2019.

The Plan had been put in place in response to a range of feedback and issues received from staff, the community and political feedback in relation to service change and transformation across health and social care services within Argyll & Bute Health and Social Care Partnership.

Decision

The Integration Joint Board –

1. Noted the progress of the Visible Changes Improvement Plan.
2. Approved the proposed review of the Plan in August 2019.

(Reference: Report by Chief Officer, Health and Social Care Partnership, submitted)

Kevin McIntosh, Staffside Lead for Argyll & Bute HSCP (Council), joined the meeting at this point.

5.2 Finance

i. Budget Monitoring for the Year Ended 31 March 2019

The Board gave consideration to a report that provided information on the financial position of the Health and Social Care Partnership as at the end of the financial year 2018/19.

Decision

The Integration Joint Board –

1. Noted the financial position of the Health and Social Care Partnership as at the end of financial year 2018-19.
2. Noted the repayments arrangements for the overspend.
3. Approved the earmarked reserve for Technology Enabled Services amounting to £117,100 and the earmarked reserve in relation to the Primary Care Investment Fund of £207,684.
4. Noted the significant financial risk to the Health and Social Care Partnership associated with the NHS Greater Glasgow & Clyde SLA.
5. Confirmed NHS Greater Glasgow & Clyde SLA funding levels as set out in Quality and Finance Plans have been on the basis of shifting the balance of care to community settings.
6. Instructed the Chief Officer to bring back further information on the negotiations with NHS Greater Glasgow and Clyde for approval.

(Reference: Report by Interim Chief Financial Officer, submitted)

ii. **Budget Outlook**

The Board gave consideration to a report that summarised the budget outlook covering the period 2020-21 to 2022-23 taking into account the budget decisions taken at the Integration Joint Board meeting held on 27 March 2019.

Decision

The Integration Joint Board noted the current estimated budget outlook for the period 2020-21 to 2022-23.

(Reference: Report by Interim Chief Financial Officer, submitted)

5.3 **Staff Governance Report**

Consideration was given to a report that set out current key issues and supporting performance data for staff governance in the Health and Social Care Partnership.

Decision

The Integration Joint Board –

1. Noted the content of the quarterly report on the staff governance performance in the Health and Social Care Partnership.
2. Noted that a paper would be brought to the Integration Joint Board in August 2019 regarding absence and return to work data.

(Reference: Report by Head of People and Change (HSCP) and Head of Improvement and HR (A&BC), submitted)

Elizabeth Rhodick, Public Representative, left the meeting at this point.

5.4 Health and Social Care Partnership Management Structure

The Board gave consideration to a report that outlined the changing requirements to meet the needs of delivery plans following the review of the current Health and Social Care Partnership management structure.

Decision

The Integration Joint Board –

1. Noted that the management structure would go through the appropriate staff consultation and that due process would be followed through the Staff Liaison and Organisational Change Groups.
2. Noted the follow up work to confirm lower levels of the structure with a target date for full implementation of August 2019.
3. Requested that updates on the progress of the recruitment process be given to the Board as and when they become available.

(Reference: Report by Chief Officer, Health and Social Care Partnership, submitted)

5.5 Health and Social Care Partnership Performance Report

Consideration was given to the Health and Social Care Partnership Performance Report for financial quarter 3.

Decision

The Integration Joint Board –

1. Noted the overall scorecard performance for the financial quarter 3 reporting period.
2. Noted the Health and Social Care Partnership performance against National Health and Wellbeing Outcome Indicator: 9 and the Ministerial Steering Group measures of integration for the Health and Social Care Partnership.
3. Noted the commentary from the Head of Service with regard to local actions to address exceptions against indicator 9.

(Reference: Report by Head of Strategic Planning and Performance, submitted)

5.6 Ministerial Strategic Group (MSG) Integration Performance Targets 2019/20

Consideration was given to a report that established new targets for Ministerial Strategic Group performance across the 6 focus areas.

Partnerships had been asked by the Ministerial Strategic Group to prepare performance targets with regard to their individual performance against the six identified outcome measures with a view to understanding and developing a picture of how partnerships are developing under integration.

Decision

The Integration Joint Board –

1. Recognised the importance of the Ministerial Strategic Group outcome measures with regards to tracking performance under integration and its alignment with the Health and Social Care Partnership's 6 areas of focus.
2. Acknowledged the focus of this year's performance targets on the 65+ population.
3. Approved locality specific targets and acknowledge the inclusion of NHS Greater Glasgow and Clyde performance.
4. Noted the inclusion of the Ministerial Strategic Group targets in the Integration Joint Boards performance reports for 2019/20.

(Reference: Report by Head of Strategic Planning and Performance, submitted)

5.7 Engagement Framework Update

Consideration was given to a report that provided an update on actions undertaken in respect of the Health and Social Care Partnership Engagement Framework that had been agreed at the Board meeting in May 2019.

Decision

The Integration Joint Board –

1. Noted the progress achieved as outlined in the updated Engagement Framework.
2. Thanked former members of locality Health and Care Forums for working constructively with the Health and Social Care Partnership to improve services across Argyll and Bute.
3. Agreed to encourage members of the public to become involved in new community engagement structures.
4. Requested that a report detailing the effectiveness of new structures be brought back to the Integration Joint Board in due course.

(Reference: Report by Associate Director of Public Health, submitted)

6. HEALTH AND SOCIAL CARE (STAFFING) (SCOTLAND) BILL

Consideration was given to a report that outlined the legal duty upon Health Boards and other care providers in Scotland under The Health and Care (Staffing) (Scotland)

Bill (Stage 3), which had been approved by Parliament on 2 May 2019.

Decision

The Integration Joint Board noted the content of the report.

(Reference: Report by Board Nurse Director, submitted)

7. GOVERNANCE UPDATE

The Board gave consideration to a report presenting a summary of high level governance activity supporting the Integration Joint Board business.

Decision

The Integration Joint Board –

1. Noted the wider scope of the review of Governance.
2. Noted that a further paper would be presented to the Integration Joint Board on 7 August 2019 on the output of current review activity.
3. Agreed to appoint Sarah Compton-Bishop, NHS Highland Non Executive Board Member as Chair of the Clinical Care and Governance Committee.
4. Agreed that in terms of the Audit Committee, to delegate to the Health Board to select one representative and that the remaining non-voting representatives be appointed in due course.
5. Approved the request to commence recruitment to the vacant Integration Joint Board roles.
6. Agreed to set up a group and convene a meeting, open to all Integration Joint Board members, to have a discussion on the current governance arrangements and how they can be improved on, before the next meeting of the Board on 7 August 2019.

(Reference: Report by Business Improvement Manager, submitted)

8. REVIEW OF THE PROGRESS OF INTEGRATION SELF EVALUATION

Consideration was given to a report that presented the final draft of the Review of the Progress of Integration Self Evaluation document which was submitted to the Scottish Government on 15 May 2019.

Decision

The Integration Joint Board noted the submission to the Scottish Government.

(Reference: Report by Business Improvement Manager, submitted)

9. CHIEF OFFICER'S REPORT

Consideration was given to the Chief Officer Report outlining various points of interest under the headings people using the HSCPs Services, Senior Management Moving

On, Staff Deaf Awareness Sessions, Chief Health Professions Officer Visit, NHS Highland Interim Chair Meets Staff In Argyll And Bute, Lorn And Islands Hospital Celebrates 2 Years Of Obstetric Scanning Success, Technology Enabled Care Helping Mums To Be In Argyll, Foster Carer Day At Furnace Primary School, Further Success For Jean's Bothy Mental Health And Wellbeing Centre, Argyll And Bute Attend Anywhere Orthopaedic Service Launched In Kintyre, Tender Issued For Bute Dialysis Unit and Getting It Right For Every Child Leadership Programme.

Decision

The Integration Joint Board noted the content of the report.

(Reference: Report by Chief Officer, submitted)

10. CLINICAL CARE AND GOVERNANCE COMMITTEE – 5 MARCH 2019 – MINUTES

The Minutes of the Clinical Care and Governance Committee held on 5 March 2019 were before the Board for consideration.

Decision

The Integration Joint Board noted the Minutes of the Clinical Care and Governance Committee held on 5 March 2019.

(Reference: Minutes of the Clinical Care and Governance Committee held on 5 March 2019, submitted)

The Chair, on behalf of the Board, expressed thanks to Sandra Cairney, Associate Director of Public Health; Lorraine Paterson, Head of Adult Services (West); Phil Cummings, Interim Head of Adult Services (East); Kirsty Flanagan, Interim Chief Financial Officer; and Sandy Wilkie, Head of People and Change; for their contribution to the Board and wished them well for the future.